

MS Board of Bar Admissions 450 High Street, P. O. Box 1449, Jackson, MS 39215

Pieter Teeuwissen, Chairman

AGENCY ADDRESS CHIEF EXECUTIVE OFFICER

	Actual Expenses FY Ending June 30, 2012	Estimate Expenses FY Ending June 30, 2013	Requested for FY Ending June 30, 2014	Requested Increase (+) or Decrease (-) FY 2014 vs. FY 2013 (Col. 3 vs. Col. 2)	
				AMOUNT	PERCENT
<b>I. A. PERSONAL SERVICES</b>					
1. Salaries, Wages & Fringe Benefits (Base)	150,551	161,950	161,950		
a. Additional Compensation					
b. Proposed Vacancy Rate (Dollar Amount)					
c. Per Diem					
<b>Total Salaries, Wages &amp; Fringe Benefits</b>	<b>150,551</b>	<b>161,950</b>	<b>161,950</b>		
2. Travel					
a. Travel & Subsistence (In-State)	8,757	8,500	10,000	1,500	17.64%
b. Travel & Subsistence (Out-of-State)	10,769	11,200	13,000	1,800	16.07%
c. Travel & Subsistence (Out-of-Country)					
<b>Total Travel</b>	<b>19,526</b>	<b>19,700</b>	<b>23,000</b>	<b>3,300</b>	<b>16.75%</b>
<b>B. CONTRACTUAL SERVICES (Schedule B):</b>					
a. Tuition, Rewards & Awards	450	450	450		
b. Communications, Transportation & Utilities	10,760	5,750	5,750		
c. Public Information					
d. Rents	46,621	46,743	46,743		
e. Repairs & Service					
f. Fees, Professional & Other Services	96,823	98,649	104,899	6,250	6.33%
g. Other Contractual Services	409	409	409		
h. Data Processing	2,457	2,750	39,910	37,160	1,351.27%
i. Other					
<b>Total Contractual Services</b>	<b>157,520</b>	<b>154,751</b>	<b>198,161</b>	<b>43,410</b>	<b>28.05%</b>
<b>C. COMMODITIES (Schedule C):</b>					
a. Maintenance & Construction Materials & Supplies					
b. Printing & Office Supplies & Materials	9,806	10,400	10,400		
c. Equipment, Repair Parts, Supplies & Accessories					
d. Professional & Scientific Supplies & Materials					
e. Other Supplies & Materials	5,615	4,337	5,337	1,000	23.05%
<b>Total Commodities</b>	<b>15,421</b>	<b>14,737</b>	<b>15,737</b>	<b>1,000</b>	<b>6.78%</b>
<b>D. CAPITAL OUTLAY:</b>					
<b>1. Total Other Than Equipment (Schedule D-1)</b>					
<b>2. Equipment (Schedule D-2):</b>					
b. Road Machinery, Farm & Other Working Equipment					
c. Office Machines, Furniture, Fixtures & Equipment					
d. IS Equipment (Data Processing & Telecommunications)			6,000	6,000	
e. Equipment - Lease Purchase					
f. Other Equipment					
<b>Total Equipment (Schedule D-2)</b>			<b>6,000</b>	<b>6,000</b>	
<b>3. Vehicles (Schedule D-3)</b>					
<b>4. Wireless Comm. Devices (Schedule D-4)</b>					
<b>E. SUBSIDIES, LOANS &amp; GRANTS (Schedule E):</b>					
<b>TOTAL EXPENDITURES</b>	<b>343,018</b>	<b>351,138</b>	<b>404,848</b>	<b>53,710</b>	<b>15.29%</b>
<b>II. BUDGET TO BE FUNDED AS FOLLOWS:</b>					
Cash Balance-Unencumbered	151,791	192,901	208,263	15,362	7.96%
General Fund Appropriation (Enter General Fund Lapse Below)					
State Support Special Funds					
Federal Funds					
Other Special Funds (Specify)					
Bar Admission Fees	381,935	364,000	364,000		
Interest on Funds in Treasury	2,193	2,500	2,500		
Less: Estimated Cash Available Next Fiscal Period	( 192,901)	( 208,263)	( 169,915)	( 38,348)	( 18.41%)
<b>TOTAL FUNDS (equals Total Expenditures above)</b>	<b>343,018</b>	<b>351,138</b>	<b>404,848</b>	<b>53,710</b>	<b>15.29%</b>
GENERAL FUND LAPSE					
<b>III. PERSONNEL DATA</b>					
Number of Positions Authorized in Appropriation Bill					
a.) Full Perm	3	3	3		
b.) Full T-L					
c.) Part Perm.					
d.) Part T-L					
Average Annual Vacancy Rate (Percentage)					
a.) Full Perm					
b.) Full T-L					
c.) Part Perm.					
d.) Part T-L					

Approved by: Pieter Teeuwissen, Chairman  
 Official of Board or Commission

Budget Officer: Carol L Allgood / callgood@mssc.state.ms.us

Phone Number: (601) 576-4619

Submitted by: Linda Knight  
 Name

Title: Bar Admissions Administrator

Date: \_\_\_\_\_

**REQUEST BY FUNDING SOURCE**

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2012 Actual Amount	% Of Line Item	% Of Total Budget	FY 2013 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2014 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees	150,551	100.00%		161,950	100.00%		161,950	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Salaries</b>	<b>150,551</b>		<b>43.89%</b>	<b>161,950</b>		<b>46.12%</b>	<b>161,950</b>		<b>40.00%</b>
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees	19,526	100.00%		19,700	100.00%		23,000	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Travel</b>	<b>19,526</b>		<b>5.69%</b>	<b>19,700</b>		<b>5.61%</b>	<b>23,000</b>		<b>5.68%</b>
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees	157,520	100.00%		154,751	100.00%		198,161	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Contractual</b>	<b>157,520</b>		<b>45.92%</b>	<b>154,751</b>		<b>44.07%</b>	<b>198,161</b>		<b>48.94%</b>
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees	15,421	100.00%		14,737	100.00%		15,737	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Commodities</b>	<b>15,421</b>		<b>4.49%</b>	<b>14,737</b>		<b>4.19%</b>	<b>15,737</b>		<b>3.88%</b>

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2012 Actual Amount	% Of Line Item	% Of Total Budget	FY 2013 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2014 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees							6,000	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Other Than Equipment</b>									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees							6,000	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Equipment</b>							<b>6,000</b>		<b>1.48%</b>
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees									
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Vehicles</b>									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees									
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Wireless Comm. Devices</b>									

**REQUEST BY FUNDING SOURCE**

Name of Agency MS Board of Bar Admissions

Specify Funding Sources As Shown Below	FY 2012 Actual Amount	% Of Line Item	% Of Total Budget	FY 2013 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2014 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees									
11. Interest on Funds in Treasury									
12.									
13.									
<b>Total Subsidies, Loans &amp; Grants</b>									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. ARRA - Education, Disc., FMAP									
7. Hurricane Disaster Reserve Fund									
8. Capital Expense Fund									
9. Federal _____ Other Special (Specify) _____									
10. Bar Admission Fees	343,018	100.00%		351,138	100.00%		404,848	100.00%	
11. Interest on Funds in Treasury									
12.									
13.									
<b>TOTAL</b>	<b>343,018</b>		<b>100.00%</b>	<b>351,138</b>		<b>100.00%</b>	<b>404,848</b>		<b>100.00%</b>

**SPECIAL FUNDS DETAIL**

MS Board of Bar Admissions  
Name of Agency

<b>S. STATE SUPPORT SPECIAL FUNDS</b>		(1) Actual Revenues FY 2012	(2) Estimated Revenues FY 2013	(3) Requested Revenues FY 2014
Source (Fund Number)	Detailed Description of Source			
	Cash Balance-Unencumbered			
Budget Contingency Fund	BCF - Budget Contingency Fund			
Education Enhancement Fund	EEF - Education Enhancement Fund			
Health Care Expendable Fund	HCEF - Health Care Expendable Fund			
Tobacco Control Fund	TCF - Tobacco Control Fund			
ARRA - Education, Discretionary, FMAP	ARRA - Education, Discretionary, FMAP			
Hurricane Disaster Reserve Fund	HDRF - Hurricane Disaster Reserve Fund			
Capital Expense Fund	CEF - Capital Expense Fund			
<b>Section S TOTAL</b>				

<b>A. FEDERAL FUNDS*</b>		Percentage Match Requirement		(1) Actual Revenues FY 2012	(2) Estimated Revenues FY 2013	(3) Requested Revenues FY 2014
Source (Fund Number)	Detailed Description of Source	FY 2013	FY 2014			
	Cash Balance-Unencumbered					
<b>Section A TOTAL</b>						

<b>B. OTHER SPECIAL FUNDS (NON-FED'L)</b>		(1) Actual Revenues FY 2012	(2) Estimated Revenues FY 2013	(3) Requested Revenues FY 2014
Source (Fund Number)	Detailed Description of Source			
	Cash Balance-Unencumbered	151,791	192,901	208,263
Bar Admission Fees (3056)	Bar Admission Fees	381,935	364,000	364,000
Interest on Funds in Treasury (3056)	Interest on Funds in Treasury	2,193	2,500	2,500
<b>Section B TOTAL</b>		<b>535,919</b>	<b>559,401</b>	<b>574,763</b>

<b>Section S + A + B TOTAL</b>		<b>535,919</b>	<b>559,401</b>	<b>574,763</b>
--------------------------------	--	----------------	----------------	----------------

<b>C. TREASURY FUND/BANK ACCOUNTS*</b>			(1) Reconciled Balance as of 6/30/12	(2) Balance as of 6/30/13	(3) Balance as of 6/30/14
Name of Fund/Account	Fund/Account Number	Name of Bank (If Applicable)			
MS Board of Bar Admissions-Treasury	3056	Bar Admission Fees/Interest Earned			

\* Any non-federal funds that have restricted uses must be identified and narrative of restrictions attached.

**NARRATIVE OF SPECIAL FUNDS DETAIL  
AND TREASURY FUND/BANK ACCOUNTS**

MS Board of Bar Admissions

Name of Agency

**OTHER SPECIAL FUNDS**

**OTHER SPECIAL FUNDS**

Rule II, Section 3(A) of the Rules Governing Admission to the Mississippi Bar, gives the Board the power, "To require the payment by each applicant of such reasonable fees as prescribed by the Rules adopted by the Board and approved by the Chief Justice of the Court." The Board makes recommended changes in fees (along with justification for the increase) to the Supreme Court, which has the ultimate authority to amend the Rules. The fees were last increased on July 10, 2009. The fees are as follows:

- \$ 25 Application Packet
- \$ 25 Certified Copy of Applicant's completed Application form
- \$ 25 Certification of MBE Score to another Jurisdiction
- \$ 25 Passing Applicant's Score Report
- \$ 100 Application for Registration as a Law Student
- \$ 300 Late Application for Registration as a Law Student
- \$ 525 Examination Application for Applicants who have filed Law Student Registrations
- \$ 825 Examination Application for Applicants not registering as Law Students
- \$ 725 Late Exam Application for Applicants who have filed Law Student Registration
- \$1025 Late Exam Application or Applicants not registering as Law Students
- \$ 325 Deferment Fee (if applicant defers the Bar Exam on more than one occasion)
- \$ 525 Disbarred Attorney Examination Application
- \$1500 Admission on Motion

**TREASURY FUND/BANK**

The Board of Bar Admissions does not have a bank clearing account. All deposits are made directly to State Treasurer #3056.

**CONTINUATION AND EXPANDED REQUEST**

MS Board of Bar Admissions  
AGENCY

Program No. \_\_\_\_\_ of \_\_\_\_\_ I. Programs

**SUMMARY OF ALL PROGRAMS**

PROGRAM

	FY 2012 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				150,551	150,551
Travel				19,526	19,526
Contractual Services				157,520	157,520
Commodities				15,421	15,421
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>343,018</b>	<b>343,018</b>
No. of Positions (FTE)				3.00	3.00

	FY 2013 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				161,950	161,950
Travel				19,700	19,700
Contractual Services				154,751	154,751
Commodities				14,737	14,737
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>351,138</b>	<b>351,138</b>
No. of Positions (FTE)				3.00	3.00

	FY 2014 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel				3,300	3,300
Contractual Services				43,410	43,410
Commodities				1,000	1,000
Other Than Equipment					
Equipment				6,000	6,000
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>53,710</b>	<b>53,710</b>
No. of Positions (FTE)					

Note: FY2014 Total Request = FY2013 Estimated + FY2014 Incr(Decr) for Continuation + FY2014 Expansion/Reduction of Existing Activities + FY2014 New Activities.

**CONTINUATION AND EXPANDED REQUEST**

MS Board of Bar Admissions  
AGENCY

Program No. \_\_\_\_\_ of 1 Programs

**SUMMARY OF ALL PROGRAMS**

PROGRAM

FY 2014 Expansion/Reduction of Existing Activities				
(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>				
No. of Positions (FTE)				

FY 2014 New Activities				
(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>				
No. of Positions (FTE)				

FY 2014 Total Request				
(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe			161,950	161,950
Travel			23,000	23,000
Contractual Services			198,161	198,161
Commodities			15,737	15,737
Other Than Equipment				
Equipment			6,000	6,000
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>			<b>404,848</b>	<b>404,848</b>
No. of Positions (FTE)			3.00	3.00

Note: FY2014 Total Request = FY2013 Estimated + FY2014 Incr(Decr) for Continuation + FY2014 Expansion/Reduction of Existing Activities + FY2014 New Activities.

**SUMMARY OF PROGRAMS  
FORM MBR-1-03sum**

MS Board of Bar Admissions \_\_\_\_\_  
Agency Name

FUNDING REQUESTED FISCAL YEAR 2014

PROGRAM	GENERAL	ST.SUPP.SPECIAL	FEDERAL	OTHER SPECIAL	TOTAL
1. BAR ADMISSION SERVICES				404,848	404,848
SUMMARY OF ALL PROGRAMS				404,848	404,848

CONTINUATION AND EXPANDED REQUEST

MS Board of Bar Admissions  
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

	FY 2012 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				150,551	150,551
Travel				19,526	19,526
Contractual Services				157,520	157,520
Commodities				15,421	15,421
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>343,018</b>	<b>343,018</b>
No. of Positions (FTE)				3.00	3.00

	FY 2013 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				161,950	161,950
Travel				19,700	19,700
Contractual Services				154,751	154,751
Commodities				14,737	14,737
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>351,138</b>	<b>351,138</b>
No. of Positions (FTE)				3.00	3.00

	FY 2014 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel				3,300	3,300
Contractual Services				43,410	43,410
Commodities				1,000	1,000
Other Than Equipment					
Equipment				6,000	6,000
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
<b>Total</b>				<b>53,710</b>	<b>53,710</b>
No. of Positions (FTE)					

Note: FY2014 Total Request = FY2013 Estimated + FY2014 Incr(Decr) for Continuation + FY2014 Expansion/Reduction of Existing Activities + FY2014 New Activities.

**CONTINUATION AND EXPANDED REQUEST**

MS Board of Bar Admissions  
AGENCY

Program No. 1 of 1 Programs

BAR ADMISSION SERVICES

PROGRAM

FY 2014 Expansion/Reduction of Existing Activities				
(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>				
No. of Positions (FTE)				

FY 2014 New Activities				
(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>				
No. of Positions (FTE)				

FY 2014 Total Request				
(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe			161,950	161,950
Travel			23,000	23,000
Contractual Services			198,161	198,161
Commodities			15,737	15,737
Other Than Equipment				
Equipment			6,000	6,000
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
<b>Total</b>			<b>404,848</b>	<b>404,848</b>
No. of Positions (FTE)			3.00	3.00

Note: FY2014 Total Request = FY2013 Estimated + FY2014 Incr(Decr) for Continuation + FY2014 Expansion/Reduction of Existing Activities + FY2014 New Activities.

**PROGRAM DECISION UNITS**

MS Board of Bar Admissions

I - BAR ADMISSION SERVICES

AGENCY

PROGRAM NAME

	A	B	C	D	E	F	G	H
	FY 2013 Appropriation	Escalations By DFA	Non-Recurring Items	On-line Application	Bar Exam Graders And	Training Workshops	Equipment	Travel
<b>EXPENDITURES:</b>								
<b>SALARIES</b>	<b>161,950</b>							
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	161,950							
<b>TRAVEL</b>	<b>19,700</b>							<b>3,300</b>
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	19,700							3,300
<b>CONTRACTUAL</b>	<b>154,751</b>			<b>37,160</b>	<b>6,250</b>			
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	154,751			37,160	6,250			
<b>COMMODITIES</b>	<b>14,737</b>					<b>1,000</b>		
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	14,737					1,000		
<b>CAPITAL-OTE</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>EQUIPMENT</b>							<b>6,000</b>	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER							6,000	
<b>VEHICLES</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>WIRELESS DEV</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>SUBSIDIES</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>TOTAL</b>	<b>351,138</b>			<b>37,160</b>	<b>6,250</b>	<b>1,000</b>	<b>6,000</b>	<b>3,300</b>

**FUNDING:**

GENERAL FUNDS								
ST.SUP.SPCL.FUNDS								
FEDERAL FUNDS								
OTHER SP.FUNDS	351,138			37,160	6,250	1,000	6,000	3,300
<b>TOTAL</b>	<b>351,138</b>			<b>37,160</b>	<b>6,250</b>	<b>1,000</b>	<b>6,000</b>	<b>3,300</b>

**POSITIONS:**

GENERAL FTE								
ST.SUP.SPCL.FTE								
FEDERAL FTE								
OTHER SP FTE	3.00							
<b>TOTAL FTE</b>	<b>3.00</b>							

**PRIORITY LEVEL:**

				1	2	3	2	3
<b>EXPENDITURES:</b>	Total Funding Change	FY 2014 Total Request						
<b>SALARIES</b>		<b>161,950</b>						
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								

**PROGRAM DECISION UNITS**

MS Board of Bar Admissions

I - BAR ADMISSION SERVICES

AGENCY

PROGRAM NAME

	I	J	K	L	M	N	O	P
OTHER		161,950						
<b>TRAVEL</b>	<b>3,300</b>	<b>23,000</b>						
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	3,300	23,000						
<b>CONTRACTUAL</b>	<b>43,410</b>	<b>198,161</b>						
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	43,410	198,161						
<b>COMMODITIES</b>	<b>1,000</b>	<b>15,737</b>						
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	1,000	15,737						
<b>CAPITAL-OTE</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>EQUIPMENT</b>	<b>6,000</b>	<b>6,000</b>						
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	6,000	6,000						
<b>VEHICLES</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>WIRELESS DEV</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>SUBSIDIES</b>								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
<b>TOTAL</b>	<b>53,710</b>	<b>404,848</b>						

**FUNDING:**

GENERAL FUNDS								
ST.SUP.SPCL.FUNDS								
FEDERAL FUNDS								
OTHER SP.FUNDS	53,710	404,848						
<b>TOTAL</b>	<b>53,710</b>	<b>404,848</b>						

**POSITIONS:**

GENERAL FTE								
ST.SUP.SPCL.FTE								
FEDERAL FTE								
OTHER SP FTE		3.00						
<b>TOTAL FTE</b>		<b>3.00</b>						

**PRIORITY LEVEL:**

--	--	--	--	--	--	--	--	--

**PROGRAM NARRATIVE**

Program Data Collected in Accordance with the  
Mississippi Performance Budget and Strategic Planning Act of 1994  
(To Accompany Form MBR-1-03)

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY NAME

PROGRAM NAME

**I. Program Description:**

The Board of Bar Admissions administers the rules for admission to the Mississippi Bar as adopted by the Mississippi Supreme Court. The Board responsibilities include the preparation, administration, and evaluation of two (2) bar examinations given annually and to determine the fitness and qualifications of persons seeking admission to practice law in the State of Mississippi.

**II. Program Objective:**

The overall objective of this program is to provide efficient and timely application of the rules, testing and evaluation procedures to persons seeking admission to the Mississippi Bar for the purpose of practicing law in the State of Mississippi.

**III. Current program activities as supported by the funding in Columns 6-15 (FY 13 Estimated & FY 14 Increase/Decrease for continuations) of MBR-1-03 and designated Budget Unit Decisions columns of MBR-1-03-A:****(D) On-Line Application:**

An increase of \$35,000 is requested for IS fees for consulting services for web-site development and completion of the web-based program for on-line application processes. The electronic web-based application has many benefits to the Board, staff and applicants. It will give applicants the ability to file and pay fees for their Bar Admission application on-line, as well as track the progress of their application. It will also reduce the amount of time and inaccuracies incurred for staff an/d or contract help for data entry and will allow more accurate tracking of fees paid and incomplete applications, as well as character and fitness issues and hearings conducted. As part of this project, older files will be transferred into the new data base.

An additional increase of \$2,160 is requested to cover the cost of having ITS host the data storage for the on-line applications process.

**(E) Bar Exam Graders and Proct:**

An increase of \$6,250 is requested in professional services to allow adequate spending authority for an increase in the cost associated with Bar Exam graders and proctors required to administer the bi-annual exam.

**(F) Training Workshops:**

An increase in spending authority of \$1,000 is requested to provide adequate funding for the cost of food for business meetings. The number and length of the Character and Fitness hearings has been steadily increasing of the past few years. Also, the Board has elected to begin a certification program for bar exam graders and additional training for character and fitness hearings. This increase will help to fund the cost of the training courses required for this program.

**(G) Equipment:**

\$6,000 is requested in spending authority for equipment. This request is to cover the one time purchase of four new desk tips for the Board of Bar Admissions staff. The operating system, Windows XP, will no longer be supported in FY2014 and the current computers will no longer be covered under warranty.

**(H) Travel:**

An increase is requested of \$3,300 is requested in travel.

An increase of \$1,500 is requested for in-state travel due to an increase in the training associated with the Committee on Character and Fitness workshops, as well as the certification of bar examiners.

Due to a shortage in spending authority in FY2012, not all of the board members were able to attend the NCBE conference. An increase of \$1,800 is requested in out-of-state travel to allow these board members to attend the training classes.

**PROGRAM PERFORMANCE INDICATORS AND MEASURES**  
 Program Data Collected in Accordance with the Mississippi Performance Budget and Strategic  
 Planning Act of 1994

MS Board of Bar Admissions

1 - BAR ADMISSION SERVICES

AGENCY NAME

PROGRAM NAME

**PROGRAM OUTPUTS:** (This is the measure of the process necessary to carry out the goals and objectives of this program. This is the volume produced, i.e., how many people served, how many documents generated.)

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ESTIMATED</u>	<u>FY 2014 PROJECTED</u>
1 Number of Bar Exam Applicants	412.00	415.00	425.00
2 Number of Law Student Applicants	90.00	100.00	110.00
3 Bar Exam Passage Rate (Percentage)	73.20	0.00	0.00
4 Character/Fitness Hearings Held	17.00	20.00	20.00
5 Character and Fitness Committee - Informal Conferences Held	5.00	10.00	10.00
6 Board - Appeal Hearings Held	7.00	7.00	7.00

**PROGRAM EFFICIENCIES:** (This is the measure of the cost, unit cost or productivity associated with a given outcome or output. This measure indicates linkage between services and funding, i.e., cost per investigation, cost per student or number of days to complete investigation.)

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ESTIMATED</u>	<u>FY 2014 PROJECTED</u>
1 Cost per out-of-state character investigation (NCBE) for law students whose matriculation was within 15 months of filing the application.	200.00	200.00	200.00
2 Cost per out-of-state character investigation (NCBE) for law students whose matriculation was within 16 months up to graduation when filing application.	275.00	275.00	275.00
3 Cost per out-of-state character investigation for attorneys or applicants who have been out of law school for more than one (1) year.	375.00	375.00	375.00
4 Minimum cost for court reporter at Character and Fitness and Appeal Hearings.	100.00	100.00	100.00
5 Total cost for committee members to attend one day hearings.	800.00	800.00	800.00
6 Number of weeks to complete each in-house character investigation and to receive all pertinent information for review by the Character and Fitness Committee.	12.00	12.00	12.00

**PROGRAM OUTCOMES:** (This is the measure of the quality or effectiveness of the services provided by this program. This measure provides an assessment of the actual impact or public benefit of your agency's actions. This is the results produced, i.e., increased customer satisfaction by x% within a 12-month period, reduce the number of traffic fatalities due to drunk drivers within a 12-month period.)

	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ESTIMATED</u>	<u>FY 2014 PROJECTED</u>
1 Investigate all applicants for the Mississippi Bar to ensure that they are in compliance with the governing rules for admission (percentage).	100.00	100.00	100.00
2 Prepare, administer and evaluate the Bar Examination (percent accomplished).	100.00	100.00	100.00
3 Weeks required to complete character and fitness processing of applicants for Bar Examination.	12.00	12.00	12.00

**PROGRAM 3% GENERAL FUND REDUCTION AND NARRATIVE EXPLANATION**

MS Board of Bar Admissions

	Fiscal Year 2013 Funding			FY 2013 GF PERCENT REDUCED
	Total Funds	Reduced Amount	Reduced Funding Amount	
<b>Program Name:</b> (1) BAR ADMISSION SERVICES				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	351,138		351,138	
<b>TOTAL</b>	<b>351,138</b>		<b>351,138</b>	
<b>Narrative Explanation:</b>				
<b>SUMMARY OF ALL PROGRAMS</b>				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	351,138		351,138	
<b>TOTAL</b>	<b>351,138</b>		<b>351,138</b>	

**MISSISSIPPI BOARD OF BAR ADMISSIONS MEMBERS**

MS Board of Bar Admissions

---

Agency

A. Explain Rate and manner in which board members are reimbursed:

Board members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

---

B. Estimated number of meetings FY2013

Five (5) to seven (7) Board Meetings per year.

---

C.	<b>Names of Members</b>	<b>City, Town, Residence</b>	<b>Appointed By</b>	<b>Date of Appointment</b>	<b>Length of Term</b>
1.	<u>Baptist-Hewlett, Gwendolyn</u>	<u>Southaven, MS</u>	<u>David Chandler</u>	<u>11/1/2010</u>	<u>3 years</u>
2.	<u>Baria, Marcie Fyke</u>	<u>Bay St. Louis, MS</u>	<u>Randy Pierce</u>	<u>11/1/2010</u>	<u>3 years</u>
3.	<u>Byars, Wilton (Trey) V, III</u>	<u>Oxford, MS</u>	<u>George Carlson, Jr.</u>	<u>11/1/2009</u>	<u>3 years</u>
4.	<u>Payne, Wilford Albert</u>	<u>McComb, MS</u>	<u>Michael Randolph</u>	<u>1/1/2011</u>	<u>3 years</u>
5.	<u>Simon, Anthony</u>	<u>Jackson, MS</u>	<u>James Kitchens</u>	<u>11/1/2011</u>	<u>3 years</u>
6.	<u>Bowden-Hollis, Ann</u>	<u>Ocean Springs, MS</u>	<u>Jess Dickinson</u>	<u>11/1/2009</u>	<u>3 years</u>
7.	<u>Teeuwissen, Pieter; Chairman</u>	<u>Jackson, MS</u>	<u>James Graves, Jr.</u>	<u>11/1/2007</u>	<u>3 years</u>
8.	<u>Murphey, Smith</u>	<u>Batesville, MS</u>	<u>Ann Lamar</u>	<u>11/1/2011</u>	<u>3 years</u>
9.	<u>Styres, Jeffrey</u>	<u>Jackson, MS</u>	<u>William Waller, Jr.</u>	<u>11/1/2009</u>	<u>3 years</u>

Identify Statutory Authority (Code Section or Executive Order Number)\*

Section 73-3-2, paragraph 3, MS Code 1972, Annotated

---

\*If Executive Order, please attach copy.

**CHARACTER AND FITNESS COMMITTEE MEMBERS**

MS Board of Bar Admissions

Agency

A. Explain Rate and manner in which board members are reimbursed:

Members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

B. Estimated number of meetings FY2013

Ten (10) to Fourteen (14) hearings

C.	Names of Members	City, Town, Residence	Appointed By	Date of Appointment	Length of Term
1.	Compton, Robert H.	Meridian, MS	Board	11/01/2008	3 years
2.	Gadow, Jan F.	Jackson, MS	Board	11/01/2007	3 years
3.	Geno, Craig	Jackson, MS	Board	11/01/2008	3 years
4.	Gwin III, Lucien C.	Natchez, MS	Board	11/01/2007	3 years
5.	Hudson, Joseph P.	Gulfport, MS	Board	11/01/2006	3 years
6.	Kittrell, Hal J.	Columbia, MS	Board	11/01/2007	3 years
7.	Maddox, Nancy	Olive Branch, MS	Board	11/01/2007	3 years
8.	Rutherford, Leigh A.	Hernando, MS	Board	11/01/2007	3 years
9.	Smith Jr., James E.	Carthage, MS	Board	11/01/2007	3 years
10.	Stinson, Joseph M.	Tylertown, MS	Board	11/01/2006	3 years
11.	Williams, Roy C.	Pascagoula, MS	Board	11/01/2006	3 years
12.	Robinson III, E. Barney	Jackson, MS	Board	11/01/2006	3 years
13.	Stracener, W. Eric	Jackson, MS	Board	11/01/2007	3 years
14.	Jackson, Ava	Oxford, MS	Board	11/01/2008	3 years
15.	Gregg, W. Benton	Jackson, MS	Board	11/01/2006	3 years
16.	LeSure, Mildred	Senatobia, MS	Board	11/01/2008	3 years
17.	Grigsby, Kenneth J.	Jackson, MS	Board	11/01/2007	3 years
18.	Tannehill, Jr., J. Rhea	Oxford, MS	Board	11/01/2007	3 years
19.	Luckett, Paul	McComb, MS	Board	11/01/2008	3 years
20.	Nicaud, Jennifer	Gulfport, MS	Board	11/01/2008	3 years
21.	Pierce, Jeffrey G.	Lucedale, MS	Board	11/01/2007	3 years
22.	Hassel, Barrt	Ridgeland, MS	Board	11/1/2009	3 years
23.	Hicks, Jr., L. Clark	Hattiesburg, MS	Board	11/01/2008	3 years
24.	Thames, Jr., Lee Davis	Vicksburg, MS	Board	11/01/2008	3 years
25.	Wade, Thandi	Jackson, MS	Board	11/01/2008	3 years
26.	Bergin, Patrick	Gulfport, MS	Board	11/01/2006	3 years
27.	Graves, Michael K	Hernando, MS	Board	1/28/2010	3 years

Identify Statutory Authority (Code Section or Executive Order Number)\*

Rules Governing Admission to Mississippi Bar, Rule 8, Section 1

\*If Executive Order, please attach copy.

## CHARACTER AND FITNESS COMMITTEE MEMBERS

MS Board of Bar Admissions

Agency

A. Explain Rate and manner in which board members are reimbursed:

Members do not receive per diem but are reimbursed for actual expenses incurred while attending meetings to include meals, lodging and mileage, based on the maximum amounts set by the Dept. of Finance and Administration.

B. Estimated number of meetings FY2013

Ten (10) to Fourteen (14) hearings

C.	<b>Names of Members</b>	<b>City, Town, Residence</b>	<b>Appointed By</b>	<b>Date of Appointment</b>	<b>Length of Term</b>
28.	<u>Shull, Andrew D.</u>	<u>Oxford, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
29.	<u>Rouse, John T.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/01/2007</u>	<u>3 years</u>
30.	<u>Clark, Andrew</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>01/29/09</u>	<u>3 years, 9 months</u>
31.	<u>Simon, Anthony R.</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>11/13/08</u>	<u>3 years</u>
32.	<u>Vardaman, Mary Terrel</u>	<u>Jackson, MS</u>	<u>Board</u>	<u>01/29/09</u>	<u>3 years, 9 months</u>

Identify Statutory Authority (Code Section or Executive Order Number)\*

Rules Governing Admission to Mississippi Bar, Rule 8, Section 1

\*If Executive Order, please attach copy.

**SCHEDULE B  
CONTRACTUAL SERVICES**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>A. TUITION, REWARDS &amp; AWARDS (61010-61099)</b>			
61010 Tuition			
61020 Employee Training	450	450	450
61030 Travel Related Registration			
<b>TOTAL (A)</b>	<b>450</b>	<b>450</b>	<b>450</b>
<b>B. TRANSPORTATION &amp; UTILITIES (61100-61299)</b>			
61110 Postage, Box Rent, etc.	10,056	5,000	5,000
611XX Transportation of Goods (61180-61190)			
61190 Freight	704	750	750
61210 Electricity			
61220 Gas			
61230 Water & Sewage			
<b>TOTAL (B)</b>	<b>10,760</b>	<b>5,750</b>	<b>5,750</b>
<b>C. PUBLIC INFORMATION ((61300-61399)</b>			
61310 Advertising & Public Information			
61340 Signs & Billboards			
61350 Exhibits & Displays			
<b>TOTAL (C)</b>			
<b>D. RENTS (61400-61499)</b>			
61420 Building & Floor Space			
61430 Land			
61440 Office Equipment	7,181	7,300	7,300
61460 Other Equipment			
61470 Capitol Facilities - Rental	34,368	34,368	34,368
61480 Exhibits, Displays & Conference Rooms	5,072	5,075	5,075
61490 Other Rental			
<b>TOTAL (D)</b>	<b>46,621</b>	<b>46,743</b>	<b>46,743</b>
<b>E. REPAIRS &amp; SERVICES (61500-61599)</b>			
61500 Grounds, Walks, Fences & Lots			
61520 Buildings			
61530 Machinery & Field Equipment			
61540 Motor Vehicles			
61550 Office Equipment & Furniture			
61580 Shop Equipment			
61590 Miscellaneous Items of Equipment			
<b>TOTAL (E)</b>			
<b>F. FEES, PROFESSIONAL &amp; OTHER SERVICES (61600-61699)</b>			
61610 Engineering			
61615 SAAS Fees - DFA	728	564	564
61617 SPAHRS Production Charges			
61616 MMRS Fees	2,229	2,047	2,047
61620 Department of Audit			
6162X Accounting (61621-61624)			
61631 Legal Fees to Attorney General's Office	4,859	4,600	4,600
61661 Recording and Notary Fees			
61650 State Personnel Board			
6165X Personnel Services Contracts (61651-61653)	61,700	64,050	70,300
61658 Personnel Services Contracts - SPAHRS	21,392	21,392	21,392

**SCHEDULE B  
CONTRACTUAL SERVICES CONTINUED**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>F. FEES, PROFESSIONAL &amp; OTHER SERVICES (61600-61699)</b>			
6166X Court Costs & Reporters (61661-61666)	1,528	4,395	4,395
61670 Laboratory & Testing Fees			
6168X Contract Worker (61682-61688)	1,711	1,601	1,601
61690 Other Fees and Services	2,676		
<b>TOTAL (F)</b>	<b>96,823</b>	<b>98,649</b>	<b>104,899</b>
<b>G. OTHER CONTRACTUAL SERVICES (61700-61899)</b>			
61700 Liability Insurance Pool Contributions (Tort Claims)	114	114	114
61710 Insurance & Fidelity Bonds	95	95	95
61715 Insurance Computer Equipment			
61720 Membership Dues	200	200	200
61721 Subscriptions			
<b>TOTAL (G)</b>	<b>409</b>	<b>409</b>	<b>409</b>
<b>H. INFORMATION TECHNOLOGY (61900-61990)</b>			
61902 IS Professional Fees - Outside Vendor			35,000
61905 IS Professional Fees - ITS	22		
6191X IS Training/Education (61914-61915)			
61917 Service Charges to State Data Center			2,160
61918 Data Entry			
61921 Software Acquisition and Installation			
61922 Basic Telephone Monthly - Outside Vendor			
61923 Basic Telephone Monthly - ITS	2,202	2,500	2,500
6198X IS/Telecommunications Software Maintenance			
61924 Long Distance Charges - Outside Vendor			
61925 Long Distance Charges - ITS	233	250	250
61926 Private Data Line Monthly Charges - Outside Vendor			
61927 Private Data Line Monthly Charges - ITS			
61928 Public Network Access Charges - Outside Vendor			
61929 Public Network Access Charges - ITS			
6193X IS Related Rentals (61932-61933)			
61938 Pager Usage Time - Outside Vendor			
61939 Cellular Usage Time - Outside Vendor			
61961 Maintenance/Repair of IS Equipment			
61962 Maintenance/Repair of Telephone Systems (ITS)			
6196X Maintenance/Repair of IS/Telecommunications Systems			
<b>TOTAL (H)</b>	<b>2,457</b>	<b>2,750</b>	<b>39,910</b>
<b>I. OTHER (61991-61999)</b>			
6199X Prior Year Expense (61996-61998)			
61999 Contractual Services - No PO Required			
<b>TOTAL (I)</b>			

**SCHEDULE B  
CONTRACTUAL SERVICES CONTINUED**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>GRAND TOTAL</b> <i>(Enter on Line I-B of Form MBR-1)</i>	<b>157,520</b>	<b>154,751</b>	<b>198,161</b>
<b>FUNDING SUMMARY:</b>			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	157,520	154,751	198,161
<b>TOTAL FUNDS</b>	<b>157,520</b>	<b>154,751</b>	<b>198,161</b>

**SCHEDULE C  
COMMODITIES**

MS Board of Bar Admissions  
Name of Agency \_\_\_\_\_

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>A. MAINTENANCE &amp; CONSTR. MATERIALS &amp; SUPPLIES (62010-62099)</b>			
62040 Lumber Parts			
62050 Steel & Other Metals			
62060 Paints			
<b>Total (A)</b>			
<b>B. PRINTING &amp; OFFICE SUPPLIES &amp; MATERIALS (62100-62199)</b>			
62110 Printing Binding	5,399	6,400	6,400
62120 Duplication & Reproduction Supplies	243	400	400
62130 Office Supplies & Materials	2,143	2,100	2,100
62140 Paper Supplies	1,912	1,500	1,500
62150 Maps, Manuals, Library Books			
62160 Office Equipment (not capital outlay)	109		
<b>Total (B)</b>	<b>9,806</b>	<b>10,400</b>	<b>10,400</b>
<b>C. EQUIPMENT REPAIR PARTS, SUPPLIES &amp; ACCES. (62200-62299)</b>			
62210 Fuels - Gasoline			
62251 Repair Vehicle			
62270 Radio & TV Supply & Repair			
62271 Repair of Comm Systems, Parts			
62290 Other Equipment Repair Parts			
62252 Expend Repair & Replace Air Co			
<b>Total (C)</b>			
<b>D. PROFESSIONAL &amp; SCI. SUPPLIES AND MATERIALS (62300-62399)</b>			
62330 Photographic Supplies			
62340 Drugs & Chemicals - Medical & Lab Use			
62390 Other Professional Scientific			
<b>Total (D)</b>			
<b>E. OTHER SUPPLIES &amp; MATERIALS (62400-62999)</b>			
62420 Hardware, Plumbing & Electrical			
62450 Janitor Supplies & Cleaning			
62460 Wearing Material			
62470 Food			
62475 Food for Business Meetings	4,948	3,800	4,800
62520 Decal Signs			
62530 Uniforms & Wearing Apparel			
62555 Repair Parts for DP Equipment	19		
62560 Eating Utensils			
62590 Other Supplies & Materials	648	537	537
62595 Other Equipment (less than \$1,000)			
62998 Prior Year Expenses			
<b>Total (E)</b>	<b>5,615</b>	<b>4,337</b>	<b>5,337</b>

**SCHEDULE C  
COMMODITIES CONTINUED**

MS Board of Bar Admissions  
Name of Agency \_\_\_\_\_

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>GRAND TOTAL (A, B, C, D &amp; E)</b> <i>(Enter on Line I-C of Form MBR-1)</i>	<b>15,421</b>	<b>14,737</b>	<b>15,737</b>
<b>FUNDING SUMMARY:</b>			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	15,421	14,737	15,737
<b>TOTAL FUNDS</b>	<b>15,421</b>	<b>14,737</b>	<b>15,737</b>

**SCHEDULE D-1  
CAPITAL OUTLAY  
OTHER THAN EQUIPMENT**

MS Board of Bar Admissions  
Name of Agency \_\_\_\_\_

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>A. LANDS (63100-63199)</b>			
63110 Land for Buildings			
63120 Land for Right-of-Way			
63130 Land for Aggregates			
63170 Land Purchased for Other Purposes			
<b>TOTAL (A)</b>			
<b>B. BUILDINGS &amp; IMPROVEMENTS (63200-63299)</b>			
63250 Buildings - Purchased, Constructed, Remodeled			
<b>TOTAL (B)</b>			
<b>C. INFRASTRUCTURE &amp; OTHER (63500-63999)</b>			
635XX Other			
<b>TOTAL (C)</b>			
<b>GRAND TOTAL</b> <i>(Enter on Line I-D-1 of Form MBR-1)</i>			
<b>FUNDING SUMMARY:</b>			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
<b>TOTAL FUNDS</b>			

**SCHEDULE D-2  
CAPITAL OUTLAY EQUIPMENT**

MS Board of Bar Admissions

Name of Agency

EQUIPMENT BY ITEM	Act. FY Ending June 30, 2012		Est. FY Ending June 30, 2013		Req. FY Ending June 30, 2014		
	No. of Units	Total Cost	No. of Units	Total Cost	No. of Units	Cost Per Unit	Total Cost
<b>A. VEHICLES (see form MBR-1-D-3)</b>							
<b>B. ROAD MACHINERY, FARM &amp; OTHER EQUIPMENT</b>							
63320 Road Machinery							
<b>TOTAL (B)</b>							
<b>C. OFFICE MACHINES, FURNITURE, FIXTURES, EQUIP.</b>							
63330 Office Equipment, Furniture							
<b>TOTAL (C)</b>							
<b>D. IS EQUIPMENT (DP &amp; TELECOMMUNICATIONS)</b>							
Computer, Desktop					4	1,500	6,000
<b>TOTAL (D)</b>							<b>6,000</b>
<b>E. EQUIPMENT - LEASE PURCHASE (63460-63476)</b>							
63462 Lease-Purchase - Information Systems Equipment							
634XX Lease Purchases							
63463 Lease-Purchase - Telecom. Infrastructure / Equipment							
63468 Lease-Purchase - Telephone Equipment							
63469 Lease-Purchase - Two-way Radio Equipment							
63476 Lease-Purchase - Other Equipment							
<b>TOTAL (E)</b>							
<b>F. OTHER EQUIPMENT</b>							
63490 Other Equipment							
63396 Betterments or Accessories for Vehicles							
63495 Betterments or Accessories for Other than Vehicles							
<b>TOTAL (F)</b>							
<b>GRAND TOTAL</b> <i>(Enter on Line I-D-2 of Form MBR-1)</i>							<b>6,000</b>
<b>FUNDING SUMMARY:</b>							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							6,000
<b>TOTAL FUNDS</b>							<b>6,000</b>

**SCHEDULE D-3  
PASSENGER/WORK VEHICLES**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	Vehicle Inventory June 30, 2012	FY Ending June 30, 2012		FY Ending June 30, 2013		FY Ending June 30, 2014	
		No. of Vehicles	Actual Cost	No. of Vehicles	Estimated Cost	No. of Vehicles	Requested Cost
<b>A. PASSENGER &amp; WORK VEHICLES (63310, 63390-63400)</b>							
63310 Automobile, Compact Sedan (AU CS)							
63310 Automobile, Full Size Sedan (AU FS)							
63310 Automobile, Mid Size Sedan (AU MS)							
63310 Automobile, Mid Size Station Wagon (AU MW)							
63310 Automobile Utility (AU UT)							
63390 Truck, Carry-All (TK CA)							
63390 Truck, Compact Pickup (TK CU)							
63390 Truck, Dump Bed (TK DU)							
63390 Truck, Medium Duty 2.5 Ton (TK MD)							
63390 Truck, Mid Size Pickup (TK MU)							
63391 Truck, Heavy Duty 5 Ton (TK HD)							
63391 Truck, Heavy Duty Pickup (TK HU)							
63392 Sport Utility Vehicle (TK SU)							
63393 Van, Cargo (VN CD)							
63393 Van, Full Size (VN FV)							
63393 Van, Mid Size (VN MV)							
63400 Other Vehicles							
<b>TOTAL (A)</b>							
<b>B. BETTERMENTS OR ACCESSORIES FOR VEHICLES (63395)</b>							
63395 Betterments or Accessories for Vehicles							
<b>TOTAL (B)</b>							
<b>GRAND TOTAL</b> <i>(Enter on Line I-D-3 of Form MBR-1)</i>							
<b>FUNDING SUMMARY:</b>							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
<b>TOTAL FUNDS</b>							

**SCHEDULE D-4  
WIRELESS COMMUNICATION DEVICES**

MS Board of Bar Admissions  
Name of Agency \_\_\_\_\_

MINOR OBJECT OF EXPENDITURE	Device Inventory	Act FY Ending June 30, 2012		Est FY Ending June 30, 2013		Req FY Ending June 30, 2014	
	June 30, 2012	No. of Devices	Actual Cost	No. of Devices	Estimated Cost	No. of Devices	Requested Cost
<b>A. CELLULAR PHONES (63435)</b>							
63435 Cellular Phones							
<b>Total (A)</b>							
<b>B. PAGERS (63434)</b>							
63434 Pagers, Paging Equipment							
<b>Total (B)</b>							
<b>C. WIRELESS PERSONAL DIGITAL ASSISTANTS (63435)</b>							
63435 Wireless PDAs, Blackberry, etc							
<b>Total (C)</b>							
<b>GRAND TOTAL</b> <i>(Enter on Line I-D-4 of Form MBR-1)</i>							
<b>FUNDING SUMMARY:</b>							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
<b>TOTAL FUNDS</b>							

**SCHEDULE E  
SUBSIDIES, LOANS & GRANT**

MS Board of Bar Admissions

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014
<b>A. SCHOOL GRANTS TO COUNTIES &amp; MUNICIPALITIES (64000-64599)</b>			
<b>TOTAL (A)</b>			
<b>B. GRANTS TO L.H.L. &amp; OTHER POLITICAL SUBDIVISIONS (64600-64699)</b>			
<b>TOTAL (B)</b>			
<b>C. GRANTS TO NON-GOVERNMENT INSTNS &amp; INDS (64700-64999)</b>			
<b>TOTAL (C)</b>			
<b>D. DEBT SERVICE &amp; JUDGEMENTS (65000-65399)</b>			
Interest from Equip. Lease Purchase			
65040 Interest on Lease Purchases			
<b>TOTAL (D)</b>			
<b>E. OTHER (66000-89999)</b>			
<b>TOTAL (E)</b>			
<b>GRAND TOTAL</b> <i>(Enter on Line I-E of Form MBR-1)</i>			
<b>FUNDING SUMMARY:</b>			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
<b>TOTAL FUNDS</b>			

**NARRATIVE  
2014 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

The Board of Bar Admissions has the primary obligation to administer the laws and rules governing admission to practice law in the State of Mississippi. The Board's efforts are primarily directed at the preparation, administration, and evaluation of two (2) Bar Admission examinations each year and the investigation and evaluation of the character and fitness of each person who applies to become a member of the Bar. The Board of Bar Admissions is funded from 100% special funds derived from Bar Admission fees. To date, the Board has been able to maintain its efforts from the fees it collects.

A total of \$404,848 is requested for FY 2014 for the continuation of the Bar Admissions Program. This is an increase of \$53,710 or 15.29%. A summary of this request is as follows:

Personal Services - Salaries

A total of \$161,950 is requested in the salary category. This represents full funding for (3) full-time positions; one (1) Administrator and two (2) Administrative Assistants. No increase is required in this category.

Personal Services - Travel

A total of \$23,000 is requested in the travel category. This is an increase of \$3,300.

\$10,000 is requested for in-state travel to reimburse Board members for meals, lodging, and mileage for attending meetings in Jackson, as well as periodic meetings at law schools. Holding meetings at law school enhances communication between Board members and the academic community, Bench, and Bar. The in-state travel request also includes Committee on Character and Fitness travel for attending meetings and hearings, which were previously budgeted as consultant travel in the contractual services category, as well as character and fitness travel to conduct investigations, deposition, etc. An increase of \$1,500 is requested for in-state travel for Committee on Character and Fitness members and staff to aid in screening for character issues and conducting hearings.

\$13,000 is requested for out-of-state travel for exam graders to attend national multi-state essay and performance test grading seminars for Board Members and graders. Board members attended an annual bar exam Drafting and Grading Workshop, character and fitness investigators travel to conduct investigations and depositions, etc., and the Administrator serves on three committees of the Council of Bar Admission Administrators and attends an average of three meetings each year. As new Board members are inducted, there is a need for training in drafting and grading bar examinations, something which is unique to Bar Admissions. Also, older members are required to stay abreast of any changes in procedures and to help further their knowledge on Bar Admission issues. Due to a shortage in spending authority in FY2012, not all of the board members were able to attend the NCBE conference. An increase of \$1,800 is requested in out-of-state travel to allow these board members to attend the training classes.

Contractual Services

A total of \$198,161 is requested in the contractual services category. This is an increase of \$43,410. A summary of this request is as follows:

A. Tuition, Rewards, and Awards

\$450 is requested for employee training for registration fees and out-of-state seminars and conferences for computer-related classes that will be attended by administrative staff. No increase is requested in this category.

B. Communications, Transportation, and Utilities

**NARRATIVE  
2014 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

A total of \$5,750 is requested in this category. \$5,000 is requested for postage for mailing applications packets to Bar applicants, applications to the National Conference of Bar Examiners for out-of-state character investigations, rule booklets, certificates of eligibility and exam results, applicant's files to Character and Fitness Committee members for review, Board agendas to members, and general office correspondence; \$750 is requested for freight charges on commodities and equipment. No increase is requested in this category.

**D. Rents**

A total of \$46,743 is requested in this category. \$7,300 is requested for renting office equipment (copy machine, fax machine, postage meter, etc.); \$34,368 for Capitol Facilities office rent at the Gartin Justice Building; and \$5,075 for renting conference rooms for administering the bi-annual Bar exams. No increase is requested in this category.

**F. Fees, Professional and Other Services**

A total of \$104,899 is requested in this category, which is an increase of \$6,250. This increase is requested to provide adequate spending authority for an increase in the cost of exam graders and proctors to administer the exam.

Following is a recap of the total request for Fees, Professional and Other Services

\$564 is requested for support costs to Finance and Administration for the SAAS accounting system for charges associated with processing receipts, warrants, payment vouchers, and purchase orders; \$2,047 for MMRS Revolving Fund fees; \$4,600 for legal counsel support provided by the Attorney General's Office; \$4,395 in court costs; \$70,300 for personnel service contracts for graders utilized during the exams, the cost of criminal record checks on Bar applicants and court reporter/transcribing fees, medical consultation charges; and fees paid to the National Conference of Bar Examiners to purchase the multi-state essay tests, multi-state performance tests, and the multi-state bar exams which are all used in combination with the state essay tests during the administration of the bi-annual bar examination; \$21,392 for proctors to administer the bar exams; and \$1,601 for employer Social Security match on contract workers.

**G. Other Contractual Services**

A total of \$409 is requested for this category. \$114 is requested for the annual tort claims assessment, \$95 for the surety bond on the Bar Admissions administrative staff and \$200 for membership dues. No increase is requested in this category.

**H. Data Processing**

A total of \$39,910 is requested for this category. This is an increase of \$37,160.

\$2,500 is requested for local telephone services, a telephone data line and conference calls; and \$250 is requested for long distance and telephone calls.

An increase of \$35,000 is requested for IS fees for consulting services for web-site development and completion of the web-based program for on-line application processes. The electronic web-based application has many benefits to the Board, staff and applicants. It will give applicants the ability to file and pay fees for their Bar Admission application on-line, as well as track the progress of their application. It will also reduce the amount of time and inaccuracies incurred for staff and/or contract help for data entry and will allow more accurate tracking of fees paid and incomplete applications, as well as character and fitness issues and hearings conducted. As part of this project, older files will be transferred into the new data base.

An additional increase of \$2,160 is requested to cover the cost of having ITS host the data storage for the on-line applications process.

**NARRATIVE  
2014 BUDGET REQUEST**

MS Board of Bar Admissions

Name of Agency

**Commodities**

A total of \$15,737 is requested in the commodities category. This is an increase of \$1,000. A summary of this request is as follows:

**A. Printing and Office Supplies and Materials**

A total of \$10,400 is requested in this category. No increase is requested in this category.

\$6,400 is requested for printed materials to include envelopes, stationery, Bar certificates and mailers, and exam answer booklets; \$400 for duplication and reproduction supplies, primarily toner for the copy machine and laser printers; \$2,100 for routine office supplies and supplies furnished to applicants during the bi-annual exams; and \$1,500 for paper supplies as needed for the copy machine, laser printers, rule booklets, exam questions, etc.

**B. Other Supplies and Materials**

\$5,337 is requested in this category, which is an increase of \$1,000.

\$4,800 is needed to provide food for persons and business meetings. This includes meetings of both the Board of Bar Admissions and the Committee on Character and Fitness. \$537 is requested for other unspecified supply charges that may arise during the fiscal year.

**Equipment**

\$6,000 is requested in spending authority for equipment. This request is to cover the one time purchase of four new desk tops for the Board of Bar Admissions staff. The operating system, Windows XP, will no longer be supported in FY2014 and the current computers will no longer be covered under warranty.

**Funding**

This budget is funded by 100% SPECIAL FUNDS derived from Bar Admission fees and interest earned on idle funds in the treasury. Effective July 1, 2009, these fees increased by \$200 per applicant. It is anticipated that approximately 350 applications will be received annually, which will generate an additional \$70,000 per year. The anticipated revenues for FY2014 are adequate to fund this budget with the exception of the \$35,000 requested to complete the web-design application for on-line funding and the \$6,000 for equipment, both of which are one-time purchases. The lack of funds is due to the underfunding of the FY2013 budget appropriation.

**OUT-OF-STATE TRAVEL  
FISCAL YEAR 2012**

MS Board of Bar Admissions

Agency Name

Note: All expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2012 on Form Mbr-1, line I.A.2.b.

<b>Employee's Name</b>	<b>Destination</b>	<b>Purpose</b>	<b>Travel Cost</b>	<b>Funding Source</b>
Baptist-Hewlett, Gwendolyn	Savannah, GA	Nat'l Conference for Bar Examiners	1,820	3056
Bowden-Hollis, Ann	Savannah, GA	Nat'l Conference for Bar Examiners	1,647	3056
Byars, Wilton	Savannah, GA	Nat'l Conference for Bar Examiners	1,501	3056
Knight, Linda	Boulder, CO	NCBE/Council of Bar Admission Admins	1,253	3056
Knight, Linda	Providence, RI	CBA Fall Meeting	1,140	3056
Knight, Linda	Savannah, GA	Nat'l Conference for Bar Examiners	284	3056
Luter, George	Madison, WI	Nat'l Conference of Bar Exam Grading Wrkshp	543	3056
Luter, George	Madison, WI	MEE & MPT Grading Workshop	530	3056
Simon, Anthony	Savannah, GA	Nat'l Conference for Bar Examiners	690	3056
Teeuwissen, Pieter	St. Louis, MO	MCBE/UBE Regional Meeting	125	3056
Teeuwissen, Pieter	Savannah, GA	Nat'l Conference for Bar Examiners	586	3056
Knight, Linda	Madison, WI	MEE & MPT Grading Workshop	650	3056
<b>Total Out of State Travel Cost</b>			<b>\$10,769</b>	

**FEES, PROFESSIONAL AND OTHER SERVICES**  
**(EXPENDITURE CODES 61600-61699)**

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014	Fund Num.
61610 Engineering					
SAAS Fees - Finance and Administration / SAAS fees					3056
<i>Comp. Rate: Per DFA Billing</i>					
<b>TOTAL 61610 Engineering</b>					
61615 SAAS Fees - DFA					
SAAS Fees - Finance & Admn. / SAAS Fees		728	564	564	3056
<i>Comp. Rate: Per DFA Billing</i>					
<b>TOTAL 61615 SAAS Fees - DFA</b>		<b>728</b>	<b>564</b>	<b>564</b>	
61617 SPAHRS Production Charges					
<b>TOTAL 61617 SPAHRS Production Charges</b>					
61616 MMRS Fees					
MMRS Revolving Fund Fees / MMRS Fees		2,229	2,047	2,047	3056
<i>Comp. Rate: MMRS</i>					
<b>TOTAL 61616 MMRS Fees</b>		<b>2,229</b>	<b>2,047</b>	<b>2,047</b>	
61620 Department of Audit					
6162X - Supreme Court Finance Office / accounting fees					3056
<i>Comp. Rate: \$300 per month</i>					
<b>TOTAL 61620 Department of Audit</b>					
6162X Accounting (61621-61624)					
<b>TOTAL 6162X Accounting (61621-61624)</b>					
61631 Legal Fees to Attorney General's Office					
Legal Fees / Support		4,859	4,600	4,600	3056
<i>Comp. Rate: per invoice</i>					
<b>TOTAL 61631 Legal Fees to Attorney General's Office</b>		<b>4,859</b>	<b>4,600</b>	<b>4,600</b>	
61661 Recording and Notary Fees					
State Treasurer 3111-Secretary of State / Notary Application					3056
<i>Comp. Rate: Per Secretary of State</i>					
<b>TOTAL 61661 Recording and Notary Fees</b>					
61650 State Personnel Board					
Bar Graders / Bar Exam Grader					3056
<i>Comp. Rate: \$4 to \$5 per booklet</i>					
National Conference of Bar Examiners / Fee					3056
<i>Comp. Rate: per invoice</i>					
SPB Fees / Fee					3056
<i>Comp. Rate: per invoice</i>					
<b>TOTAL 61650 State Personnel Board</b>					
6165X Personnel Services Contracts (61651-61653)					
61651 - Grenada Cty Circuit Clerk / Criliminal Background Searches		30			3056
<i>Comp. Rate: per search</i>					
61651 - Lowndes Cty Circuit Clerk / Criminal Background Searches		60			3056
<i>Comp. Rate: per search</i>					

**FEES, PROFESSIONAL AND OTHER SERVICES**

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014	Fund Num.
61651 - Montgomery Cty Circuit Clerk / Criminal Background Searches <i>Comp. Rate: per search</i>		30			3056
61651 - Oktibbeha Cty Circuit Clerk / Criminal Background Searches <i>Comp. Rate: per search</i>		430			3056
61651 - National Conference of Bar Examiners / Multi-State Essay Exams <i>Comp. Rate: per booklet</i>		31,570	31,750	31,750	3056
61651 - Luter, George / Grading Bar Exams <i>Comp. Rate: per exam</i>		3,900			3056
61651 - KY Medical Services Foundation / Consultation Charges <i>Comp. Rate: per hour</i>		990	1,000	1,000	3056
61651 - Nicholson, Gail / Grading Bar Exams <i>Comp. Rate: per exam</i>		3,900			3056
61651 - Urbanek, Amanda / Grading Bar Exams <i>Comp. Rate: per exam</i>		2,340			3056
61651 - Rouse, John / Grading Bar Exams <i>Comp. Rate: per exam</i>		2,340			3056
61651 - Ott, Todd B / Grading Bar Exams <i>Comp. Rate: per exam</i>		3,900			3056
61651 - Rickard, Nina W / Criminal Background Searches <i>Comp. Rate: per search</i>		660			3056
61651 - Murphey, Carole E / Grading Bar Exams <i>Comp. Rate: per exam</i>		2,340			3056
61651 - Vardaman, Mary T / Grading Bar Exams <i>Comp. Rate: per exam</i>		1,566			3056
61651 - Giles, Debra M / Grading Bar Exams <i>Comp. Rate: per exam</i>		2,340			3056
61651 - Farr, Tanza C / Grading Bar Exams <i>Comp. Rate: per exam</i>		2,226			3056
61651 - Hassell, Barry Douglas / Grading Bar Exams <i>Comp. Rate: per exam</i>		738			3056
61651 - Burnett, Gregory / Grading Bar Exams <i>Comp. Rate: per exam</i>		1,566			3056
61651 - MacVaugh, Stephanie B / Grading Bar Exams <i>Comp. Rate: per exam</i>		774			3056
61651 - Exam Graders / Grading Bar Exams <i>Comp. Rate: per exam</i>			30,100	36,350	3056
61651 - Background searches / Criminal Background Searches <i>Comp. Rate: per search</i>			1,200	1,200	3056
<b>TOTAL 6165X Personnel Services Contracts (61651-61653)</b>		<b>61,700</b>	<b>64,050</b>	<b>70,300</b>	
61658 Personnel Services Contracts - SPAHRS					
Applewhite, Carol / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		282			3056
Conn, Jacqueline / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Dear, Sue / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		228			3056
Gatlin, Nancy / Bar Exam Proctor <i>Comp. Rate: \$12 per hour</i>		6,378			3056
Graves, Wayne / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		256			3056

**FEES, PROFESSIONAL AND OTHER SERVICES**

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014	Fund Num.
Jones, Jeanette / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		372			3056
King, Zachary / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		248			3056
Matthews, Kathleen / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		372			3056
Munn, Kenneth / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		368			3056
Munn, Patricia / Bar Exam Proctor <i>Comp. Rate: \$12 per hour</i>		8,136			3056
Myers, Mamie / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Peoples, Gladys / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		372			3056
Polk, Tommie / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		232			3056
Purvis, William / Bar Exam Proctor <i>Comp. Rate: \$10 per hour</i>		645			3056
Roberts, Dianne / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		384			3056
Roberts, Steven / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		392			3056
Scoggins, Jennifer / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		164			3056
Shepard, Jackye / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Sims, Sheena / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		308			3056
Smith, Joanne / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		356			3056
Smith, Mark / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Smith, Tommy / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Wilson, Lois / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		216			3056
Yarbrough, Ella / Bar Exam Proctor <i>Comp. Rate: \$9 per hour</i>		603			3056
Bar Exam Grading / Bar Exam Proctors <i>Comp. Rate: hourly</i>			21,392	21,392	3056
<b>TOTAL 61658 Personnel Services Contracts - SPAHRS</b>		<u>21,392</u>	<u>21,392</u>	<u>21,392</u>	
6166X Court Costs & Reporters (61661-61666)					
Wootton, Amanda / Court Costs - transcription <i>Comp. Rate: per document</i>		1,528	4,395	4,395	3056
<b>TOTAL 6166X Court Costs &amp; Reporters (61661-61666)</b>		<u>1,528</u>	<u>4,395</u>	<u>4,395</u>	

**FEES, PROFESSIONAL AND OTHER SERVICES**

MS Board of Bar Admissions

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2012	(2) Estimated Expenses FY Ending June 30, 2013	(3) Requested for FY Ending June 30, 2014	Fund Num.
61670 Laboratory & Testing Fees					
<b>TOTAL 61670 Laboratory &amp; Testing Fees</b>					
6168X Contract Worker (61682-61688)					
61683 - Contract Worker SPAHRS Match / FICA Match		1,711	1,601	1,601	3056
<i>Comp. Rate: 7.65 % of wages</i>					
<b>TOTAL 6168X Contract Worker (61682-61688)</b>		<b>1,711</b>	<b>1,601</b>	<b>1,601</b>	
61690 Other Fees and Services					
61690 - KY Medical Services Foundation / Consulation Charges		180			3056
<i>Comp. Rate: per invoice</i>					
61690 - Premiere Shredding Inc / Shredding services		440			3056
<i>Comp. Rate: per invoice</i>					
61690 - Brouillette, Donald Stephen / Grading Bar Exam		1,392			3056
<i>Comp. Rate: per exam</i>					
61690 - Sessums, Carol Blake / Bar Exam Proctor		640			3056
<i>Comp. Rate: per invoice</i>					
61690 - Dept of Archives and History / Shredding services		24			3056
<i>Comp. Rate: per box</i>					
<b>TOTAL 61690 Other Fees and Services</b>		<b>2,676</b>			
<b>GRAND TOTAL (61600-61699)</b>		<b>96,823</b>	<b>98,649</b>	<b>104,899</b>	

**VEHICLE PURCHASE DETAILS**

MS Board of Bar Admissions

Name of Agency

<b>Year</b>	<b>Model</b>	<b>Person(s) Assigned To</b>	<b>Vehicle Purpose/Use</b>	<b>FY2014 Req. Cost</b>
				0
				0
			<b>TOTAL VEHICLE REQUEST</b>	<b>0</b>

**VEHICLE INVENTORY  
AS OF JUNE 30, 2012**

MS Board of Bar Admissions \_\_\_\_\_

Name of Agency

Veh. Type	Vehicle Descript.	Model Year	Model	Person(s) Assigned To	Purpose/Use	Tag Number	Mileage On 6-30-12	Average Miles per Year	Replacement Proposed	
									FY 2013	FY 2014

Vehicle Type = Passenger/Work

**PRIORITY OF DECISION UNITS  
FISCAL YEAR**

MS Board of Bar Admissions  
Agency Name

Program	Decision Unit	Object	Amount
<b>Priority # 1</b>			
Program # 1 : BAR ADMISSION SERVICES	On-Line Application		
		Contractual	37,160
		<b>Total</b>	<b>37,160</b>
		Other Special Funds	37,160
<hr/>			
<b>Priority # 2</b>			
Program # 1 : BAR ADMISSION SERVICES	Bar Exam Graders and Proctors		
		Contractual	6,250
		<b>Total</b>	<b>6,250</b>
		Other Special Funds	6,250
<hr/>			
<b>Priority # 3</b>			
Program # 1 : BAR ADMISSION SERVICES	Training Workshops		
		Commodities	1,000
		<b>Total</b>	<b>1,000</b>
		Other Special Funds	1,000
<hr/>			
<b>Priority # 2</b>			
Program # 1 : BAR ADMISSION SERVICES	Equipment		
		Equipment	6,000
		<b>Total</b>	<b>6,000</b>
		Other Special Funds	6,000
<hr/>			
<b>Priority # 3</b>			
Program # 1 : BAR ADMISSION SERVICES	Travel		
		Travel	3,300
		<b>Total</b>	<b>3,300</b>
		Other Special Funds	3,300
<hr/>			

**CAPITAL LEASES**

MS Board of Bar Admissions

Name of Agency

Vendor/ Item Leased	Original Date of Lease	Original Number of Months of Lease	Number of Months Remaining on 6-30-12	Last Payment Date	Interest Rate	Amount of Each Monthly/Yearly Payment			Total of Payments to be Made								
						Principal	Interest	Total	Actual FY 2012	Estimated FY 2013			Requested FY 2014				
										Principal	Interest	Total	Principal	Interest	Total		
/	//	0	0	//	.000												

**Summary of 3% General Fund Program Reduction to FY2013 Appropriated Funding by Major Object**

MS Board of Bar Admissions

<b>Major Object</b>	<b>FY2013 GENERAL FUND REDUCTION</b>	<b>AFFECT ON FY2013 STATE SUPPORT SPECIAL FUNDS</b>	<b>AFFECT ON FY2013 FEDERAL FUNDS</b>	<b>AFFECT ON FY2013 OTHER SPECIAL FUNDS</b>	<b>TOTAL 3% REDUCTIONS</b>
<b>PERSONAL SERVICES</b>					
<b>TRAVEL</b>					
<b>CONTRACTUAL SERVICES</b>					
<b>COMMODITIES</b>					
<b>OTHER THAN EQUIPMENT</b>					
<b>EQUIPMENT</b>					
<b>VEHICLES</b>					
<b>WIRELESS COMM. DEVICES</b>					
<b>SUBSIDIES, LOANS, ETC</b>					
<b>TOTALS</b>					